

BOARD OF COMMISSIONERS MEETING
April 15, 2015
MINUTES

The Board of Commissioners for Rockville Housing Enterprises met in Regular Session on April 15, 2015 at 621 A Southlawn Lane, Rockville MD 20850.

PRESENT

Chair Rae Canizares
Vice Chair Henry Battle
Commissioner Edward Duffy
Commissioner Steve Marr

IN ATTENDANCE

Executive Director Jessica Anderson
Ms. Erin Wilson, COR Liaison
Ms. Mary E Jones, Clerk

6:30 PM Call to Order:

Chair Rae Canizares called the meeting of Rockville Housing Enterprises to order.

6:31 PM CONSENT ITEMS:

Chair Canizares noted that the first item on the agenda was the approval of the minutes for the Regular Session Meeting of Rockville Housing Enterprises March 18, 2015. Commissioner Edward Duffy offered a motion to approve the minutes for March 18, 2015 as written. Commissioner Henry Battle offered a second. All present voted aye.

6:40 PM CITIZENS FORUM:

There were no Citizens present asking to address the Commissioners at this time.

6:41 PM INFORMATION EXCHANGE:

Executive Director's Report

- Participated in the monthly meeting on March 18, 2015 with Humphry Management personnel.
- Mentor *Lunch & Learn* March 23, 2015
- The Audit was completed the week of the 23rd of March. It is expected to be much improved over last year.
- The Easter event held at David Scull Court on March 29th was thought to be a big success.
- Notification has been received that 60K has been restore to the RHE budget by HUD.

- The Rental Assistance Demonstration Program (RAD) continues to be examined to determine if the program will be an option for RHE. HUD has determined that they will work with RHE to explore ways to keep the RAD award. A technical Assistant will work with RHE to keep the RAD award and convert the PH units to either PBV or PBRA's. Also under consideration would be waiving the rehab requirements.
- The part time recertification clerk resigned March 20th.
- The current office coordinator will be trained to complete the PH & RELP recertifications
- The Annual Plan Resident Advisory Board met on March 30. The changes to the wait list were discussed and the feedback from resident was excellent on the point system.
- The Tenant Accounts Receivable at the end of February was \$15,793.84 not including delinquent moved out accounts.
- The TAR balance at the end of January was \$4,017.03.
- Repayment agreements executed in the amount of \$2,785.46 comprised of 16 households
- The annual plan process for FYE (2015-2016) is included in the Board Packets summarized
- HCV program utilization was 97.77% for Section 8 units with 102% for budget utilization.
- The Mainstream Disabled and the Mod Rehab Programs are at 100% occupancy.
- One absolute judgment has been received and eviction will be scheduled in March 2015.

7:45 CITY OF ROCKVILLE REPORTS: Erin Wilson

1. The City is kicking off the revision of the City's Comprehensive Master Plan. It will be a long term effort and include revisions to the Housing Element. The Planning Commission is kicking off the effort on Saturday May 9, 2015 from 10 to 1 pm at VisArts in Rockville Town Square.
2. The City's FY2016 budget process continues to be worked on at the City of Rockville. There are 2 more budget hearings one on April 20 & second on April 28, 2015 if RHE wishes to submit testimony on any topic.
3. There will be a Mayor & Council Walking Town Meeting with the East Rockville Civic Association on Saturday April 18, 2015.
4. The Contract for the Southlawn Industrial Study has been awarded. The study will take approx. 10 months to complete after inception.
5. Discussion and Instructions on a zoning Ordinance text amendment is currently on the Mayor & Council agenda for May 4th. The amendment will require a landscaped buffer area between residential and industrial uses when the industrial site develops or redevelops
6. The Bainbridge Shady Grove pre-leasing was postponed until May or June. There is no definite date for preleasing of MPDU's at Upton

8:05 ACTION & DISCUSSION ITEMS:

Commissioner Duffy remarked on a recent article in the Washington Post that showed that 44M dollars was being lost in unpaid rents in subsidized housing programs due to the non-working participants in the program. For this reason Community Service was designed to have non- paying residents pay back with community service. All members of the family that reach 18yrs and above and are without employment would be required to enter into a community agreement to serve with service hours. Only those folks that are full time students, elderly or disabled are exempt from the program. Director Anderson remarked that we have a list of folks that owe Community Service to the program. Discussion ensued relative to the added work load for the agency in keeping records for residents that owe time.

8:15 ADJOURN:

Having no further business to come before the Board, Chair Canizares called for the meeting to adjourn. Commissioner Steve Marr offered a motion to adjourn. Commissioner Edward Duffy offered a second. All voted aye.